

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION <b>POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT</b> PO-199 (06/16)		Working Title of Position <b>GHG Emissions Specialist</b>	
		Division and/or Subdivision <b>Climate and Energy</b>	
INSTRUCTIONS: The Director is required by Government Code Section 19818.12 to report (or to record) "...material changes in the duties of any position in his or her jurisdiction". The Position Essential Functions Duties Statement is used for this purpose. Enter identifying information and effective date at the right. Enter brief description of each of the important duties and responsibilities of the position below. Group related duties in numbered paragraphs and indicate the percentage of total time occupied. Indicate the "essential functions" of the position by placing an asterisk (*) in front of those individual duties you determine to be essential to the job. Discuss the duties with the employee assigned to the position. Both the employee and supervisor sign the document where indicated. The supervisor retains the original document and provides a copy to the employee.		Location of Headquarters <b>Sacramento, CA</b>	
		Class Title of Position <b>Environmental Scientist</b>	
		Position Number <b>541-760-0762-002</b>	
		Effective Date <b>March 1, 2023</b>	
Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.		
40%	<p>The Department of Forestry and Fire Protection's (CAL FIRE's) Resource Management Climate and Energy Program represents the Department on climate change and forest product topics and manages funds from the Greenhouse Gas Reduction Fund. The Environmental Scientist will be responsible for quantitatively assessing the greenhouse gas emissions impacts of the Climate and Energy Program's projects. Under the supervision of the Forestry and Fire Protection Administrator, the incumbent performs the following duties:</p> <p>*Apply the California Air Resources Board's (CARB's) Quantification Methodology for forest restoration and management to produce a quantitative assessment of the greenhouse gas emissions impacts associated with activities funded by CAL FIRE's Forest Health grant program (e.g. fuel reduction, pest management, prescribed fire, reforestation, and biomass utilization). *Use established methodologies and models for the initial evaluation of the net greenhouse gas impact (emissions and sequestration) of individual projects, including forest growth and yield modeling and fire behavior and effects modeling. *Collaborate with project proponents, grant awardees and CAL FIRE staff on acquisition and analysis of project data. *Compile information to meet reporting requirements for the California Climate Investments program.</p>		
25%	<p>*Apply CARB's Quantification Methodology for forest restoration and management to calculate the expected greenhouse gas emissions impacts of projects in various land types around the state completed by CAL FIRE's fuels reduction crews. *Collaborate with CAL FIRE region and unit staff on acquisition and analysis of project data. *Compile information to meet reporting requirements for the California Climate Investments program.</p>		
<p>*These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.</p>			
<b>Equal Employment Opportunity (EEO) Statement:</b> All CAL FIRE employees are expected to conduct themselves in a professional manner that demonstrates respect for all employees and others they come in contact with during work hours, during work related activities, and anytime they represent the department. Additionally, all CAL FIRE employees are responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation.			
Job qualifications and/or conditions of employment: <b>May require statewide travel up to 5% of the time, may involve overnight stays.</b>			
"We have discussed this document in its entirety and understand the duties of this position."			
Employee Signature _____	Date _____	Supervisor Signature _____	Date _____
<b>Personnel use only</b>			
<input type="checkbox"/> Posted to Directory		_____ Initials and date	

Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.
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15%	*Advise other CAL FIRE programs in the use of the CARB Quantification Methodology and emissions calculations process. *Work with other science staff in the research and development of new methodologies and tools for better evaluating the greenhouse gas impacts of various land management activities. *Work with CARB, CAL FIRE's Fire and Resource Assessment Program, and other partners to improve the Quantification Methodology.
15%	*Manage and maintain greenhouse gas emissions data for Forest Health and fuels reduction crews projects. *Coordinate with Geographic Information Systems (GIS) and monitoring staff in map development, data analysis, and reporting to meet California Climate Investments reporting requirements and requests for information from internal and external stakeholders.
5%	Other job-related duties as assigned, in accordance with the class specifications.

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Job qualifications and/or conditions of employment: **May require statewide travel up to 5% of the time, may involve overnight stays.**

"We have discussed this document in its entirety and understand the duties of this position."

Employee Signature \_\_\_\_\_

Date \_\_\_\_\_

Supervisor Signature \_\_\_\_\_

Date \_\_\_\_\_

Personnel use only

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Initials and Date